



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

DOVER/KENT MPO COUNCIL

MINUTES OF NOVEMBER 7, 2007

Dover/Kent MPO Council Members and /or Representatives thereof:

Anthony DePrima, for Carleton Carey, Mayor, City of Dover, Chairman
Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation, Vice-Chairman
Elizabeth Olsen, DE Dept. of Safety & Homeland Security, for Governor Minner, State of Delaware
Brad Eaby, for Brooks Banta, President, Kent County Levy Court
Ralph Reeb for Carolann Wicks, Secretary, DelDOT
Don Mulrine for Mayor Robert Mooney, Town of Camden, for Kent County Municipalities
Tashia Clemons for Hassan Raza, Division Administrator, Federal Highway Admin. (FHWA)

Members not attending:

Letitia A. Thompson, Regional Administrator, Region III, Federal Transit Admin. (FTA)

Non-members attending:

Juanita Wiczoreck, MPO Staff
Catherine Samardza, MPO Staff

Anthony Aglio, DelDOT Planning
Mayor Donald Tinari, Cheswold

1. Introduction of Members and Guests
2. Public Comments
3. ***ACTION ITEM: Approval of Agenda***

Ms. Wiczoreck requested that the agenda be revised, moving Agenda Item # 10, the Pedestrian Action Plan presentation, to be #5 due to lack of a quorum.

MOTION By Mr. Mulrine to approve the agenda as revised. Seconded by Mr. Reeb. Motion carried.

4. ***ACTION ITEM: Approval of Minutes/September 5, 2007***

MOTION By Mr. Potts to approve the minutes. Seconded by Mr. Mulrine. Motion carried.

5 (10). *PRESENTATION: Pedestrian Action Plan – Anthony Aglio, DelDOT*

Mr. Aglio gave a presentation outlining the history behind the Pedestrian Action Plan. He then outlined the elements of Phase One, Policy Analysis. DelDOT is currently developing Phase Two, the Action Plan. Phase Three will be implementation, and is planned from January – December 2008.

There was some discussion among the Council members as to when pedestrian facilities were required and maintenance responsibility.

6 (5). *ACTION ITEM: Annual Meeting*

At this time Ms. Wiczoreck stepped in as acting chair.

6.1 Elections

MOTION By Mr. DePrima nominating Mr. Eaby as chair. Seconded by Mr. Mulrine. Motion carried.

MOTION By Mr. Mulrine to close the nominations. Seconded by Mr. Reeb. Motion carried.

Mr. Eaby was elected by acclamation.

MOTION By Mr. DePrima nominating Mayor Mooney as vice-chair. Seconded by Mr. Potts. Motion carried.

MOTION By Mr. Mulrine to close the nominations. Seconded by Mr. Reeb. Motion carried.



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Mayor Mooney was elected by acclamation.

At this time Mr. DePrima resumed as chair of the meeting.

6.2 Year end Progress Report

Ms. Wieczoreck reported that although all Delaware 8 funds have been spent, the project is not yet closed out. Mr. DePrima asked if Mr. McNulty's absence was causing a problem for the North Dover Study; Ms. Wieczoreck responded that it had not.

7 (6). ACTION ITEM: Proposed Update of Population Estimates for the Dover/Kent County MPO Region - J. Waltz

Mr. Waltz reviewed the map that was sent to Council members and reviewed the history of the changes to the estimates. He noted that representatives of Kent County, Dover, Camden, Smyrna and Milford were all involved in this process.

Mr. DePrima asked what action staff wanted on this item. Ms. Wieczoreck asked that Council adopt the figures for Kent and the Sussex County portions of the MPO region.

Mr. DePrima expressed concern that e-mail was not a good way to communicate an action item. Ms. Wieczoreck explained that the committee reviewing the data had not completed its work in time for the material to be sent as a hard copy. She felt that it was important for the Council to act on the date of this meeting due to time constraints.

MOTION By Mr. Mulrine to adopt the population estimates for the Dover/Kent County MPO region including all of Kent County and the Sussex portion of Milford, with the addition of better titles for the maps. Seconded by Mr. Reeb. Motion carried.

8 (7). ACTION ITEM: Proposed Amendment to the FY 2008 Unified Planning Work Program – J. Wieczoreck

Ms. Wieczoreck reviewed the requested changes:

- Project 07-09, Kent County Comprehensive Plan assistance – moved forward to 08-09 with additional funds.
- An increase in funds for the Work Program Administration due to potential move of office
- Increase in funds for the D/KC MPO GIS to fund a Travel Summary report that was originally funded in FY 2007.
- Assistance to local governments – increase funding.

The increase in funds will be covered by a combination of unused FY07 UPWP monies and unused federal FY07 allocation funds.

Mr. Reeb asked about funds for updating the Regional Transportation Plan (or Long Range Transportation Plan); Ms. Wieczoreck said that no money was allotted to that project. Mr. Reeb suggested using the money for local government assistance for the mobility element of the KC Comp Plan and link it to the MTP update. Ms. Clemons felt that something should be in the UPWP to show the RTP update. Discussion led to the suggestion that this could be an administrative issue – change the name of the project and add more money.

MOTION By Mr. Reeb to approve the changes to the 2008 UPWP as proposed with the further modifications of additional monies for the local government assistance project, to be renamed the Long Range Regional Transportation Plan update. Seconded by Mr. Potts. Motion carried.

9 (8). ACTION ITEM: Approval of Draft Public Participation Plan to Release for Public Comment - J. Wieczoreck

Ms. Wieczoreck reviewed suggested changes from Mr. Richard Ornauer of the Public Advisory Committee (PAC). She noted that no public comments had been submitted.

MOTION By Mr. Eaby to adopt the Plan pending approval of the proposed changes by FHWA. Seconded by Mr. Mulrine. Motion carried.

10 (9). ACTION ITEM: Concurrence with DelDOT's use of CMAQ funding – J. Wieczoreck



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Ms. Wieczoreck reviewed the letter from DelDOT detailing the use of CMAQ funding.

MOTION By Mr. Potts to concur with DelDOT's use of CMAQ funds. Seconded by Mr. Mulrine. Motion carried.

Ms. Wieczoreck noted that Council could always authorize concurrence without an action item on the agenda. It was suggested that this issue be on the agenda at the next meeting.

11. Municipalities Report – D. Mulrine, A. DePrima

Mayor Tinari reported that Cheswold is updating its Comprehensive Plan and Land Use ordinance. There have been three new requests for annexations. He also mentioned two municipal streets that are in need of repair; Council members recommended he contact his legislators, Senator Nancy Cook and Representative Pamela Thornburg, to request municipal street aid monies. He was also informed that he would need easements for the roads.

Mr. Mulrine reported that Camden and Wyoming held a joint meeting to discuss borders and comprehensive plans with Kent County Planning Director Sarah Keifer. Camden will be having a PLUS meeting in December at the Office of State Planning. The Comp Plan is 85% complete. He also noted that the next Camden Planning Commission meeting would be held at 7:30 PM on November 28th. Ms. Wieczoreck asked if the MPO was invited; Mr. Mulrine responded "yes."

Mr. DePrima reported that Dover's signalization project is still on-going and that they are gearing up for their Comp Plan update.

12. TAC Report – J. Wieczoreck

Ms. Wieczoreck reported that Mr. Scott Koenig was re-elected as chair of the TAC, and Mr. David Edgell was re-elected as vice-chair.

She also reported that the TAC formed a subcommittee to deal with the population and employment estimates.

13. PAC Report – J. Wieczoreck

Ms. Wieczoreck reported that Mr. Richard Ornauer was elected as chair of the PAC and Mr. Horace Cook was re-elected as vice-chair. However, as Mr. Ornauer is working for the MPO on a contractual basis while Mr. McNulty is out, he then resigned as chair. There were questions as to conflict of interest; Mr. DePrima deferred to Mr. Eaby, who said that he had no problems with Mr. Ornauer working for the MPO.

14. Project Update:

14.1 DE 8 Concept Plan and Operations Study - J. Wieczoreck

14.2 North Dover Study – J. Wieczoreck

14.3 FY 2009 Transportation Improvement Program

15. Executive Director's Report

15.1 UPWP and Financial Reports

15.2 Correspondence

Next Meeting /January 2, 2008 – Blue Hen Corporate Center

MOTION By Mr. Reeb to adjourn the meeting. Seconded by Mr. Mulrine. Motion carried.